MINNESOTA
COMPETENCY ATTAINMENT BOARD

Agenda: Board Meeting

Date: May 29, 2024

	Board Member		Board Member		Guest(s)
X	Ryan Flynn, chair	X	Elliot Butay, vice chair	X	Kim Larson, Prog Admin
X	Dr. Jacki Buffington	X	Aron Gosling		Jameelah Yozamp, HR Mgr
X	Kirstin Kopp	X	Kelsey Shirkey		Darrell Hill, IT manager
X	Dr. KyleeAnn Stevens			X	New Forensic Navigators – Teresa Gustafson

1. Review and approve May 22, 2024, Meeting Minutes

Motion to approve by Dr. Stevens, seconded by Kirstin Kopp, motion carried.

2. Introductions to New Employee(s)

3. Last Meeting Follow-up

A. Positions & hiring status

- Forensic Navigator Supervisor – Two candidates from this interview group have excellent experience and backgrounds. The Program Administrator asked to amend the hiring request made at the May 15, 2024 Board meeting where members approved hiring up to two applicants from the pool. This request is to increase the prior approval to three candidates. Two primary reasons were provided.
  - The candidates have diverse and relevant experience for the work and bringing all the skill sets on board now will provide an opportunity to more quickly establish work structures to support increased forensic navigator FTEs, and
  - Having experienced/established supervisors on board for a few months before additional hiring and onboarding occurs will ease hiring burdens on the Program Administrator and HR manager and offer sufficient supervision to gradually increase FTEs later this year.
  - Motion by Dr. Buffington to supersede the decision on May 15 and approve hiring up to 3 supervisors. Motion was seconded by Kirstin Kopp, motion carried.

B. Interagency Agreement with GAL Program Update

- Still in negation, Kim sent an updated version with the changes recommended at the May 22 meeting and is waiting to hear back from the GAL program.

C. Compass Update

- Kick-off meeting was held on Tuesday, May 28. It wasn't quite what our team expected, and the Program Administrator provided feedback to the vendor. The team will meet with the vendor again next week. Additional updates will be provided at future meetings.

4. New Business

A. Discussion with DCT Summary

- Dr. Stevens talked informally with DCT's Chief Quality Officer to get input on the Board's certification processes and possible compliance monitoring of competency attainment programs. Dr. Stevens reported that the information was helpful and offered to help coordinate a more formal discussion with the Board and/or the Certification Advisory Committee.
- Board members agreed with the suggestion to schedule a meeting/presentation and suggested doing a joint presentation with the Board and the Certification Advisory Committee so everyone can hear the same input at the same time. A meeting in July was suggested.
- The Program Administrator will add this as an agenda item for the Certification Advisory Committee meeting on June 3rd to confirm their availability.

B. Mandated Reporters and Immunity questions

- The question about whether the forensic navigators are considered mandated reporters has come up several times with the team. The question about whether they also have the same "immunity as GALs" has also come up.
- Board members recommended reaching out to the AG's office for advice/input on both questions. The Program Administrator will move that forward.
- In the meantime, the Board considers forensic examiners to be mandated reporters and the program will work on setting up appropriate training.

5. Other Business

Decisions

Next Agenda